

**Utah State Office of Education**  
**2007 - 2008 Utah Learn and Serve K-12**  
**Individual School/Classroom Application for Service Learning Funding**

School: \$1,000 - \$2,500      Classroom: \$500 - \$1,000

Instructions: Please fill in this application completely. If desired, the narrative section may be saved as separate document and attached with the application. Please submit documents to:  
heather.culligan@schools.utah.gov

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Applicant District:

☐ Check if Charter School

School:

Prepared By:

Phone:

Email:

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Project Starting Date:

Completion Date:

Project Director (official grant contact who will receive all grant information):

Name:

Address:

School:

City:

Email:

Zip:

Phone:

Fax:

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Project Abstract: Provide a brief description of your service-learning project (75-100 words):

Budget:    State Funds \$ \_\_\_\_\_    Local Match (*min 50%*) \$ \_\_\_\_\_    Total \$ \_\_\_\_\_

Projected number of participants:    Students \_\_\_\_\_    Adults \_\_\_\_\_

Approval

☐ A check in this box indicates approval from \_\_\_\_\_  
(*Enter Superintendent's Name*)

☐ A check in this box indicates approval from \_\_\_\_\_  
(*Enter District's Service Learning Specialist's name*)

**Narrative:** Answer the following questions. Use additional space if needed.

**Federal requirements:**

1. How will your school plan involve students in meaningful service to communities while integrating with the State Core Curriculum? Please state specific standards and objectives.

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2. How will your plan involve disadvantaged students?

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3. How will your plan fit in with the following four goals of the State Service Plan?
    - a. Mobilize more volunteers:

- b. Serve at risk youth and connect them with service opportunities:

- c. Engage students in their communities:

- d. Use baby boomers' experience:

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4. What partnerships will be formed through this project?

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5. How will you be involved with Martin Luther King Day of Service?

## Project Designs and Outcomes

1. What resources within the district/school community will be used to accomplish the goals of the project?

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2. How will the project be organized and executed? How will students be involved in *all phases* of the project?

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3. How many people will be affected by this project and what percentage of those are disadvantaged?

- a. Students:
- b. Teachers:
- c. Other beneficiaries:

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4. In what ways will students reflect and internalize the lessons learned from this project?

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5. How will data be collected and analyzed to evaluate this project?

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6. What short and long range outcomes do you expect?

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7. How can this project become self-sustaining?

## DESCRIPTION OF CRITICAL ACTIVITIES

Document as many activities as needed

ACTIVITY 1
Objective:
Description:
Person Responsible:
Completion Date:

ACTIVITY 2
Objective:
Description:
Person Responsible:
Completion Date:

ACTIVITY 3
Objective:
Description:
Person Responsible:
Completion Date:

ACTIVITY 4
Objective:
Description:
Person Responsible:
Completion Date:

ACTIVITY 5
Objective:
Description:
Person Responsible:
Completion Date:

ACTIVITY 6
Objective:
Description:
Person Responsible:
Completion Date:

If additional activity boxes are needed, you may create additional boxes by selecting an existing activity box, and copying (ctrl+c) and pasting (ctrl+v) it below.

## BUDGET AND BUDGET NARRATIVE

Provide budget information details in the "Budget Explanation" section following the table.  
Relate budget expenditures and explanations to planned objectives and activities.

Object Class Category	Grant Share	Local Share (50% match)	Line Total
<b>A. Purchased Professional and Technical Services</b>			
<b>B. In-service Activities</b>			
<b>C. Supplies and Materials</b>			
<b>D. Equipment</b>			
<b>E. Evaluation Costs</b>			
<b>F. Travel and Transportation</b>			
<b>TOTALS</b>		(At least 50%)	

**Note:** All expenditures are reimbursed to districts through approved reimbursement requests. Grant monies **ARE NOT** dispersed at the **BEGINNING** of the grant period.

### **Budget Explanation**

Please relate budget expenditures and explanations to planned objectives and activities. Applications that do not include explanations in this section will be considered incomplete.

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